



**CITY OF SAN BRUNO  
CITIZEN'S CRIME PREVENTION COMMITTEE**

Approved Minutes

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**March 13, 2014 - 7:00 p.m.  
San Bruno City Hall - 567 El Camino Real  
Capuchino Conference Room #115**

1. **Called to Order** – By Chair Robert Riechel at 7:00 p.m.
2. **Roll Call:** (quorum = 4) Present: Roberto Donlucas, Peter Carey, Brandon Lau, Frank Deering, Robert Riechel, & San Bruno Police Department Lt. Tim Mahon.  
Quorum present. Eight San Bruno residents attended the meeting.
3. **Approval of Minutes:**  
**ACTION:** Peter moved and Brandon seconded the motion to approve the minutes of the February 13th 2014 meeting as SBPD approved and as circulated. Motion passed by a unanimous vote.
4. **Communications & Announcements:** Chair Riechel read the letter he received as Committee Chair announcing the 6:30 p.m. Monday March 24<sup>th</sup> Centennial Committee planning meeting in room 115. If you have questions and or suggestions, please attend.
5. **Staff Reports:** San Bruno Police Officer Howard Hoyer will once again be the SBPD's liaison to this committee starting with our April 10<sup>th</sup> 2014 meeting.
6. **Public Comment on items not on the agenda**  
**Note:** The State's Brown Act prohibits discussing or acting upon any matter not on the agenda pursuant to State Law. It is the Committee's policy to refer matters raised in this forum to committee member(s) for review and/or action where appropriate or to place the item on an agenda for a future meeting.

Robert Barnett asked the following questions:

1. Why has the Council representative to this committee missed the first 3 meetings this year? I feel he needs to hear what happens at these meetings. I have a few comments I would like to present to him.
2. I have a packet of information on San Bruno Community on Patrol I desire to present to and discuss with your committee.
3. Why is the Crime Committee meeting agendas and minutes not up to date on your web site?

Chair Riechel advised:

- a1. I will forward your request for his attendance to Councilman Ken Ibarra
- a2. I will forward your packet of information to our committee and to the City Council including Councilman Ken Ibarra
- a3. I will look into why the agendas and minutes appear to not be up to date on the web. I was under the impression that the agendas were up to date and our February meeting minutes cannot be uploaded until after we approve them here tonight, so our meeting minutes are at least 30-45 days behind the meeting dates.

7. **Business:**
  - a. **Neighborhood Watch** –  
**ACTION:** Update on New Block(s) in forming stages. An update was given on the 2-3



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actively being formed blocks and when they will probably have their meeting with the SBPD. A few questions were asked and answered and Chair Riechel gave a short overview of the process to organize a new block and our tri-fold was handed out.

- b. **Crime Tips** – Bilingual – Still need additional subjects.

**ACTION:** Brandon moved and Peter seconded the motion to approve the proposed 2 English & Spanish Bicycle Safety Tips for the month of March 2014. Motion passed unanimously. SBPD will deliver the approved slides to San Bruno Cable – each for a two (2) week run.

UN-Answered QUESTION Asked: What is the age for a bicycle rider to wear a helmet? Question asked: Does the Bicycle and Safety Committee list the Vehicle codes that govern Bicycles?

- c. **San Bruno Police Department's Emergency Contact List Distribution Update:**

**ACTION:** SBPD addressed envelopes and the Emergency Contact Update Request Forms were distributed for the 4 sections of Town Center Shopping area for distribution. The ECR locations still needs to be finalized.

- d. **Police Recognition Day at Tanforan:**

**ACTION:** Discussion held on our involvement in the Saturday May 17<sup>th</sup> Police Day. Frank moved and Roberto seconded the motion for the committee to participate in this year's event as we have in the past by assisting with getting the vehicles into and out of the mall and by manning our information table. Motion passed unanimously. Questions asked: Should we publicize the event on our web site? Should we request a proclamation from the City Council recognizing May 17<sup>th</sup> as Police Recognition Day? Lt. Tim Mahon advised that we could solicit donations of FREE crayons for handing out with our Safety coloring books. Chair Riechel to pick up additional coloring books.

- e. **New Activities:** It was suggested we look at publicizing our activities in the San Bruno Patch and that we look into the website "Next door" and see if our committee might benefit from some of its information.

- f. **Membership:** One visitor took an application for the City's Committees and the explanation of the committees' duties and may put in an application. No update was available on the upcoming Focus article or the insert in the City's water bill, advertising the openings on numerous City commissions and committees, including our Crime Prevention Committee.

- g. **By-Laws:**

**ACTION:** NO ACTION TAKEN to review needed By-Laws pending full committee membership.



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h. **City Web Site**

**ACTION:** Discussion postponed on what additional info we might want to submit for posting and do we want to post some of our current crime tips. It was agreed that each committee member will bring a three to 4 short sentence bio for review and possible addition to the committee web page. Riechel put together a short sample PowerPoint presentation containing a couple of our English & Spanish Crime Tips for the City's IT person to see if it can be uploaded to iTunes with a link to our Crime web page allowing viewers to go to our web page, click on Crime Tips and be taken to the iTunes PowerPoint presentation. No report on this present. Questions asked: Can the committee get a FREE e-mail address? Can we post anything as the committee on Facebook and/or Twitter? Can we upload some of our brochures onto our web site?

i. **Handouts**

**ACTION:** Discussed the continuing need for new handouts. SBPD had advised that they may have a source.

j. **Committee Goals**

**ACTION:** No action taken on discussion on committee effectiveness, strategies for public awareness, and meeting attendance.

8. **Adjournment:** Meeting was adjourned at 8:15 p.m.

Minutes taken and transcribed by Robert Riechel